

PROJECT PROPOSAL FORM

To have a project considered by the Lumberjack Council, an outline should be prepared using the following format. The plan should then be submitted to one of the RC&D council members, alternates, or the coordinator, who will then direct the plan to the proper committee. After committee consideration, a recommendation will be made to the council on whether or not to accept the project. If the project is accepted, council staff will work to seek funding to implement the project. Staff and/or consultants are hired as needed to complete projects.

(PROJECT PROPOSAL REQUIREMENTS)

Cover Page

TITLE:

SUBMITTED BY:

SPONSORED BY: (List sponsoring organizations)

DATE SUBMITTED:

Body

I. SUMMARY

What is the project about? Who will run the project? What assistance is needed from RC&D?

II. SPONSOR OBJECTIVES

What will be accomplished by this project? (i.e., provides information and/or provides jobs, economic impact, etc.)

III. OPPORTUNITIES AND NEEDS

What problems, concerns, or opportunities will this project address?

IV. FORMULATION AND EVALUATION

What alternatives were considered? Why is this the best way to address this issue? How will the outcome be evaluated?

V. PROJECT OUTLINE AND TIMETABLE

List the parts of the project with completion dates.

VI. BUDGET

List project costs. List contributions to be provided by others (show whether match is in-kind or hard).